

Limekilns Heritage Trust SCIO

A Scottish Charitable Incorporated Organisation

Registered with the Office of the Scottish Charity Regulator No SC047075

Annual Report for the Year to 31st January 2020



Limekilns Heritage Trust SCIO

Annual Report for the Year to 31 January 2020

The trustees have pleasure in presenting their annual report together with the financial statements and the independent examiner's report for the Year to 31st January 2020.

Reference & Administrative Information

Charity Name

Limekilns Heritage Trust SCIO

Charity No

SC047075

Contact address

c/o Robert Peebles, Treasurer, 3 Brucehaven Crescent, Limekilns, Dunfermline KY11 3JJ

Current Trustees

Russell Kelly (Chairman) (re-elected 29th May 2019)

Gavin Carter (Secretary) (re-elected 29th May 2019)

Robert Peebles (Treasurer) (re-elected 29th May 2019)

Alex Hill (re-elected 29th May 2019)

George Scrivener (re-elected 29th May 2019)

Phil Whetton (re-elected 29th May 2019)

Craig Lindsay (re-elected 29th May 2019)

Rona Sarafilovic (re-elected 29th May 2019)

All trustees served throughout the year and to date of signing.

Structural Governance & Management

Status

The Trust is an incorporated organisation. It is governed by its constitution which was adopted by the steering committee on 22nd December 2016 and confirmed by OSCR on 6th January 2017 when status as a Scottish Charitable Incorporated Organisation was granted.

Recruitment and appointment of trustees

The management committee are the charity's trustees. They aim to meet every few weeks together with certain members who can offer special help or advice. The trustees are appointed or re-appointed annually by the members at the Annual General Meeting ('AGM') held each year at a date decided by the trustees under the Trust's constitution. Membership of the Trust is open to all adult residents of the communities of Limekilns, Charlestown and Pattiesmuir in Fife and other interested parties at the discretion of the trustees. Under the constitution, the minimum number of trustees is five and the maximum ten, of whom no more than three may be co-opted by the elected trustees.

Management

The trustees are responsible for the strategic direction, governance and day-to-day running of the Trust, assisted by volunteer members. There are no paid employees.

The trustees are aware that future activities may involve contact with children and disadvantaged groups. Health & Safety would also be a concern. The trustees plan to ensure that suitable policies are in place for such eventualities and that other statutory obligations such as data protection are met in full.

The trustees receive no remuneration in that role and are reimbursed expenses only to the extent that they are incurred solely for the benefit of the Trust and that neither the trustee concerned nor any associated party obtains benefit therefrom except as a member of the community in general.

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Objectives & Activities

Charitable purposes

(a) The advancement of heritage by promoting, facilitating and/or undertaking preservation, restoration and development of historic sites within the communities of Limekilns, Charlestown and Pattiesmuir in the county of Fife such that the benefit derives to those communities and the wider public by bringing back into use and/or extending public access to those assets.

(b) The advancement of education by teaching and informing schoolchildren, community groups, clubs and individuals of the history and structure of the community area in general and of the restored/developed assets in particular and the various skills and techniques used in their original construction and their restoration.

Activities and achievements

The main activity of the Trust continues to be the safeguarding and restoration of the historic Limekilns Pier, which is eroding rapidly due to the ravages of storm and tide. The importance of this structure to Limekilns and the surrounding district is reflected in our project 'Saving Limekilns Pier for the Community'.

The owners of the pier, Broomhall Estate, have agreed to grant the Trust a long-term lease of the structure and attaching access ground at a nominal rent. However, the Trust cannot realistically undertake such a lease until and unless it is satisfied that it will have the necessary resources to carry out at least the necessary safeguarding works with a view to eventual restoration.

Early in 2018, funding for the purpose having been received through an 'Awards for All' grant, we commissioned professional engineers and quantity surveyors, both with expertise in this area, to report on the proposed restoration. They projected a total cost of £620,000. Great effort was put into the drafting of a comprehensive business plan putting forward the economic justification for that level of expenditure, but it has transpired that funding is no longer available to us on that scale.

We have had to revise our strategy on how to achieve restoration at much lower cost by utilising our own talents and local goodwill. Our first priority is to preserve the existing structure by halting the continuing erosion. To that end, we have devised a method whereby we can safeguard the pier by utilising volunteer labour to install a resilient gabion structure within the original walls to replace the washed-out vulnerable infill. We have the agreement of the estate and of our conservation engineer that this is a feasible alternative and we intend to have plans drawn up as a precursor to putting this proposal into action. This is all provided that funding can be obtained, to which end we are in the process of applying for various grants and devising further fundraising methods.

Education and publicity objectives have been addressed through attendance at various community events, information boards installed at the entrance to the village and at the pier itself and through the Trust's website, which is well established and provides good pictorial and historical information as well as providing a link to our online donating page on [VirginMoneyGiving](#).

Our main fundraising event, the annual Limekilns New Year's Day Dip, was not possible this year due to adverse tides. Our income consequently suffered to the extent of around two thousand pounds. Plans to hold compensating events in the summer of 2020 have been disrupted after our financial year end by the imposition of lockdown regulations due to the Covid-19 crisis. Our funds have been depleted by the fact that ongoing payments made, mainly on insurance and web site expenses, have exceeded our income received for the year under review.

Although an enormous amount of work has been put into re-defining our approach to restoration and seeking means to finance it, the trustees are more aware than ever that little visible action has taken place on the pier itself. Preparatory work is now almost ready to start and we anticipate that once that is underway both fundraising efforts and community response will be increased significantly.

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Financial review

An 'Awards for All' grant of £7,256.00 was received early in 2018 from what is now The National Lottery Community Fund towards our project 'Saving Limekilns Pier for the Community'. This sum was granted to enable us to carry out an engineering survey, an associated report on quantities and cost and other expenditure related to the project and as such are restricted funds as defined below in Accounts Note 2, and disposable only on related expenditure. Accordingly, it was allocated to a restricted 'Awards for All' Grant Reserve. All payments made in the year, a total of £804.03 (2019: £4,330.28), qualify under this restriction and have been charged to this reserve, leaving a net residue of £2,121.69 (2019: £2,925.72).

Our receipts were well down this year due to the cancellation of the New Year's Day Dip: the amounts shown this year under that heading relate to late receipts from the previous year. These and most of the remainder, from direct donations by members and other concerned parties and from collecting cans in two village pubs and a shop, were received on the basis of funding our pier project. We are very grateful to for the generous support of all concerned, much of it Gift Aided. These amounts totalling £543.92 (2019: £3,384.24) are again restricted but on a wider basis than above and have been credited to the Pier Restoration Reserve, bringing the year-end balance to £10,186.93 (2019: £9,643.01).

The only unrestricted income arises from members' joining fees. The £5.00 (2019: £130.00) received increases the balance on our General Reserve to £220.00 (2019: £215.00).

As mentioned above, the level of payments made in the year exceeded our receipts, producing a deficit for the year of £255.11 (2019: surplus £6,439.96). This brought the total reserves at the year end to £12,528.62 (2019: £12,783.73), allocated as above.

Reserves Policy

The trustees consider that the total reserves now held are at a level sufficient to fund their immediate anticipated activities, all targeted toward the general aim of pier restoration and attaching education, and funded from those restricted reserves.

Plans for Future Periods

The trustees intend to continue with their aim of restoring Limekilns Pier, applying for further grant funding based on professional engineering and surveying reports modified as deemed necessary to meet changing circumstances and opportunities. Thereafter they intend to take on a long-term lease of the pier and to develop it to maximise the benefit to the community and the public at large, always considering the need to recognise its historic identity. Education will also be a major objective: several sessions have already taken place and initiatives are underway to further that end. Fundraising efforts will continue to maintain sufficient reserves to continue these efforts. Beyond that, the Trust may be able to consider other restoration or similar projects but would need to consider how to raise the necessary funds for their promotion.

Approved by the trustees on 4th August 2020 and signed on their behalf by

Russell Kelly, Trustee

Robert Peebles BSc CA, Trustee

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Independent Examiner's report to the trustees of Limekilns Heritage Trust SCIO

I report on the accounts of the charity for the year ended 31 January 2020 that are set out on pages 5 to 8.

Respective responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act') and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's Trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

In the course of my examination, no matter has come to my attention.

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
 - a) to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - b) to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulationshave not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

David Marriott MA (Hons) ACMA CGMA

33 Bavelaw Gardens

Balerno

Midlothian

17th August 2020

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Receipts and Payments Account

		Year to 31/01/2020	Year to 31/01/2019
Receipts	Note	£	£
Joining fees: £5 per individual		5.00	130.00
Donations	4	370.67	1,258.53
Gift aid on donations	5	41.25	160.00
Fundraising: New Year's Day Dip		<u>£</u>	<u>£</u>
registration fees		-	1,450.00
raffle		62.00	383.00
catering concessions		70.00	116.00
donations		<u>-</u>	<u>16.71</u>
Grant: Awards for All		<u>-</u>	<u>7,256.00</u>
Total receipts		548.92	10,770.24
Payments			
Pier report: Engineer		-	1,800.00
Quantity surveyor		-	1,656.00
Insurance	6	605.25	547.81
Web site expenses	3	197.70	225.28
Virgin Money Giving expenses		1.08	23.19
Fundraising expenses		-	48.00
Publicity		<u>-</u>	<u>30.00</u>
Total payments		804.03	4,330.28
(Deficit) / Surplus for the year		(255.11)	6,439.96

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Statement of Balances

		As at 31/01/2020 £	As at 31/01/2019 £
Bank and cash	<u>Note</u>		
Opening balance		12,783.73	6,343.77
(Deficit) / Surplus as above		<u>(255.11)</u>	<u>6,439.96</u>
Closing balance		<u>12,528.62</u>	<u>12,783.73</u>
Represented by:			
Balance at Clydesdale Bank		12,528.62	12,783.73
Cash		<u>-</u>	<u>-</u>
Total bank and cash		<u>12,528.62</u>	<u>12,783.73</u>
Reserves	2		
General Reserve (unrestricted)		220.00	215.00
Pier Restoration Reserve (restricted)		10,186.93	9,643.01
'Awards for All' Grant Reserve (restricted)		<u>2,121.69</u>	<u>2,925.72</u>
Total reserves		<u>12,528.62</u>	<u>12,783.73</u>
Assets and Liabilities			
Debtors	7	<u>-</u>	<u>31.25</u>

In the opinion of the trustees, the Trust has no other material assets or liabilities at the year end.

Approved by the trustees and signed on their behalf on 4th August 2020 by

Russell Kelly, Trustee

Robert Peebles BSc CA, Trustee

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Notes to the Accounts

1 Basis of accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The only such funds received are the joining fees of the members. One member joined during the year, increasing this General Reserve by £5.00.

Restricted funds may only be used for specific purposes if specified by the donor or if funds are raised expressly for particular purposes. Donations, gift aid thereon and fundraising receipts totalling £543.92 have been received on the basis of saving Limekilns Pier and associated publicity and education and have been credited to the Pier Restoration Reserve.

The 'Awards for All' grant of £7,256.00 received in the previous year is similarly for 'Saving Limekilns Pier for the Community' but on a slightly more restricted basis and a new reserve was created to account for these funds. Payments made in the year amounting to £804.03 all qualify under the relevant criteria and have been charged to this reserve.

3 Related Party Transactions

The Trust's insurance policy includes Trustee Indemnity Insurance for all its trustees. No other remuneration was paid to the trustees or to any connected persons during the period. Expenses incurred by the Trust which were met by trustees personally for logistical reasons were reimbursed without gain to the individual and with the approval of the trustees. The total amount involved was £197.70, for web site expenses.

4 Donations

In the course of the period, the Trust received generous donations from individuals totalling £140.00. Collecting cans in two local pubs, a shop and the local Gala Day brought in a further £230.67. The above amounts to a total of £370.67. We would like to express our gratitude to those individuals and organisations who supported us in this manner. The amount is significantly less than in previous years, held to be due to a lessening of interest and enthusiasm as visible work on pier restoration has stalled.

5 Gift Aid on donations

The Trust has an arrangement with Virgin Money Giving to collect on our behalf certain gift-aided donations made to us via their website. They charge 2% of the original net donation, optionally payable by the donor, plus a card processing fee of approximately 1.45%. They make the appropriate Gift Aid claim to HMRC on our behalf and remit the full amount of this direct to our bank account. Gift Aid on other qualifying donations were not quantified and claimed direct from HMRC by us until after the year end and so are not included in debtors at that date.

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Notes to the Accounts (cont'd)

6 Insurance

A comprehensive insurance policy including public liability and trustee liability cover is in place with a renewal date of 1st January. The premium for the year 2020 is £560.51, payable in ten monthly instalments commencing February.

7 Period end assets and liabilities

The trustees are aware of no assets or liabilities of the Trust at the year end except as stated below.

As noted at Note 5. above, Virgin Money Giving processes online donations and the corresponding Gift Aid on our behalf. The amount due to us at 31st January 2020 was nil (2019: £31.25). As also stated at Note 5., further Gift Aid on donations made direct to us was unclaimed by us until after the year end date.

One twelfth of the annual insurance premium was unpaid at 31st January, but the broker's fee for the year 2020 had already been paid and the difference between that amount and an accrual of one twelfth of the total insurance charge for the year was held to be immaterial.

